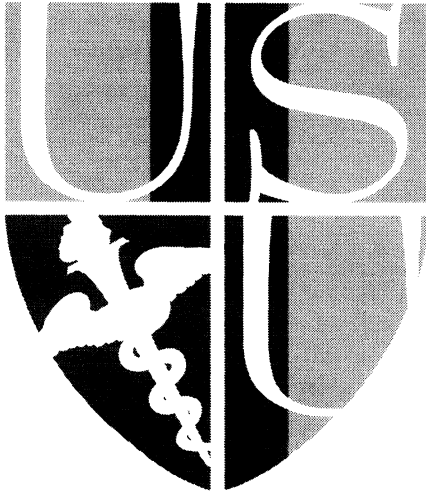


**USUHS
INSTRUCTION
5136**





UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES



SUBJECT: Uniformed Services University of the Health Sciences (USUHS) Continuing Nursing Education Advisory Council

Instruction 5136

NOV 29 2004

(CHE)

ABSTRACT

This Instruction implements the American Nurses Credentialing Center's Commission on Accreditation's requirement for a Continuing Nursing Education Advisory Council.

A. Reissuance Purpose. This reissues USUHS Instruction 5136^a and establishes the policies for the Uniformed Services University of the Health Sciences (USUHS) Nursing Advisory Council. Policies for this Council meet the national accreditation standards of the nursing profession and the credentialing criteria of State Boards of Nursing.

B. References. *See Enclosure 1.*

C. Background.

1. The quality of nursing care provided to the Army, Navy, Air Force, and the Public Health Service communities depends largely upon the competence of their professional nurses. Since completion of a basic program of study in nursing fulfills only the minimum requirements for professional practice, each nurse is expected to identify his or her own needs and

assume responsibility for continuing education and professional competence.

2. The demonstration of competence has progressed from an individual professional responsibility to increasingly mandated requirements. These requirements range from programs leading to certification by professional organizations to State and Federal statutes regulating licensure.

3. With the rapid growth of medical knowledge, advances in technology, an emphasis on accountability, and continuing social changes, it is imperative that professional nurses be given every opportunity to participate in quality continuing education programs that are recognized and accepted by the licensing authority of each State.

D. Applicability. The provisions of this Instruction apply to the members of the Nursing Advisory Council, all staff

and faculty involved in the preparation of nursing continuing education programs, and members of the Continuing Health Education Committee (CHEC), as defined by USUHS Instruction 1321.^b

E. Definitions. *See Enclosure 2.*

F. Policy. Under Title 10 U.S. Code,^c the USUHS is mandated by the United States Congress to “establish programs in continuing medical education for military members of the health professions to the end that high standards of health care may be maintained within the military medical services.” The USUHS is accredited by the American Nurses Credentialing Center (ANCC) as an accredited provider of nursing continuing education. The Continuing Nursing Education Advisory Council is established to ensure adherence to the ANCC criteria for accreditation as a provider of continuing education in nursing as defined in the Manual for Accreditation as a Provider of Continuing Nursing Education.^d

G. Responsibilities.

1. The Nursing Education Advisory Council will forward outcomes to the President for review.

2. The Chairperson, Nursing Education Advisory Council, is the director of the Office of Continuing Health Professional Education. Qualifications for position of director relevant to the responsibilities of the Nursing Education Advisory Chair include: a baccalaureate degree in nursing and a graduate degree in nursing or education; five years’ experience in nursing education; and, demonstrated

leadership and organizational abilities. Responsibilities of the chairperson are to:

- a. Request members for the Council from the Federal Chief Nurses.
- b. Convene and conduct Continuing Nursing Education Advisory Council meetings three times per year.
- c. Ensure accreditation of the Nursing Continuing Education Provider Unit by the American Nurses Credentialing Center.
- d. Serve as a liaison between the Continuing Nursing Education Advisory Council and the CHEC.
- e. Explore possible additional nursing continuing education requirements that could be met by USUHS.

3. Continuing Nursing Education Advisory Council Members are nursing continuing education experts from the Army, Navy, Air Force, and the Public Health Service who are appointed by their respective Federal Nursing Chiefs as members of the Continuing Nursing Education Advisory Council. Qualifications include: a baccalaureate degree in nursing and a graduate degree in nursing or education; five years’ experience in nursing education or staff development assignments; and, responsibility for nursing continuing education at the Headquarters Command Level. The responsibilities of the Council members are to:

- a. Attend Continuing Nursing Education Advisory Council meetings.
- b. Actively participate in Council business, including the Total Provider Unit Evaluation.
- c. Review and recommend to the administrator of the Continuing Nursing Education Provider Unit changes in the

policies and procedures of the Provider Unit.

d. Participate in the American Nurses Credentialing Centers accreditation self-study activities.

e. Provide consultation to the administrator of the Continuing Nursing Education Provider Unit, as needed.

H. Liaison Activities.

1. The Continuing Nursing Education Advisory Council has a liaison function with the CHEC. Recommendations and findings of the Continuing Nursing

Education Advisory Council are shared with the CHEC for the purpose of gathering or sharing information that will improve the quality of the continuing education activities at USUHS.

2. Liaison activities with the CHEC are accomplished by the Chairperson of the Continuing Nursing Education Advisory Council who is a member of the CHEC.

I. Effective Date. This Instruction is effective immediately.



Larry W. Laughlin, M.D., Ph.D.
Interim President

Enclosures:

1. References
2. Definitions

REFERENCES

- (a) USUHS Instruction 5136, "USUHS Nursing Advisory Council," dated March 21, 1995 (hereby cancelled)
- (b) USUHS Instruction 1321, "Development of USUHS Continuing Education Programs," dated May 22, 2003
- (c) Title 10, United States Code, Section 2113 (i)
- (d) Manual for Accreditation as a Provider of Continuing Nursing Education, American Nurses Credentialing Center, dated 2003

DEFINITIONS

1. Accreditation. A voluntary process for appraising and granting recognition to a provider or eligible approval body that meets established standards based on predetermined criteria. For purposes of the accreditation system, this is interpreted to mean a voluntary process in which an institution, organization, or agency submits to an in-depth analysis to determine its capacity to provide or approve quality continuing education over an extended period of time.

2. Accredited Provider. For purposes of the accreditation system, an eligible organization credentialed by the ANCC after having submitted to an in-depth analysis to determine its capacity to provide quality continuing education over an extended period of time.

3. Adult Learning Principles. These include approaching adults as learners based on recognition of individuals' autonomy and self-direction, life experiences, readiness to learn, and problem-orientation to learning. Approaches include mutual, respectful collaboration of teachers and learners in planning, diagnosing needs, formulating objectives, designing sequences, and evaluating learning. Learning activities tend to be experimental and inquiry focused.

4. American Nurses Credentialing Center. The official national accrediting body for continuing nursing education programs. The Executive Committee of the Commission on Accreditation is responsible for developing and administering the operational policies, procedures, and criteria which govern both the accreditation and approval

process. The Commission on Accreditation implements the national accreditation policies and procedures and accredits approvers and providers of continuing education in nursing.

5. Approval (Continuing Education). A voluntary process for appraising and granting recognition of a provider or a program that meets established standards based on predetermined criteria. For purposes of the Continuing Education Accreditation system, approval consists of a decision made by an accredited approver that the criteria for approval of continuing education have been met.

6. Continuing Education. Systematic professional learning experiences designed to augment the knowledge, skills, and attitudes of nurses, and thereby enrich the nurses' contributions to quality health care and their pursuit of professional career goals.

7. Evaluation. A systematic process by which a judgment is made about consequences, results, effects, or merit of a Continuing Education Provider Unit to a continuing education program in order to make subsequent decisions. For purposes of the accreditation system, evaluation is a systematic assessment of program and learning outcomes.

8. Monitor. For purposes of the accreditation system, a periodic assessment to determine continuing compliance with criteria.

9. Provider. An individual, institution, organization, or agency responsible for the development, implementation, evaluation, financing, record-keeping,

and maintenance of a quality assurance mechanism for a continuing education offering, program, or a total continuing education curriculum.

10. Provider Unit. The administrative body responsible for coordinating all aspects of the continuing nursing education activities.

11. Quality Assurance. An internal process to ensure the excellence of continuing education activities. The

process includes measurements of the degree to which intents of goals are met, and the introduction of changes based on information covering the total continuing education effort.

12. Standard. A norm that expresses an agreed-upon level of excellence that has been developed to characterize excellence in education, to lead to criteria for measurement, and to provide guidance in achieving excellence in education.